



INDIVIDUAL REQUEST FOR CONTINUING EDUCATION CREDIT

Commission regulation 4 CSR 250-10.010(4) provides that licensees may, if acceptable to the Commission, receive continuing education credit for courses not previously submitted by the sponsor for approval. To have non-preapproved course(s) evaluated, complete this form and submit it along with all attachments listed below. A copy of this form will be returned to you showing hours earned.

Missouri law requires all licensees to complete 9 elective hours and 3 core curriculum hours during each license period. Any course or program must be no less than 3 hours in duration and may not exceed 6 hours in a given day.

Hours must be earned during the license period.

LICENSEE'S NAME	MO LICENSE NUMBER	CIRCLE ONE BR AB BO BS BP SP
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ADDRESS (STREET, CITY, STATE, ZIP CODE)		
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E-MAIL	FAX #	BUS. PHONE
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LIST NON-PREAPPROVED COURSES FOR WHICH CREDIT IS REQUESTED:		
TITLE	HOURS	DATE OF COURSE COMPLETION

LICENSEE'S SIGNATURE 	DATE
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ATTACH THE FOLLOWING:

- A check for \$10 made payable to the Missouri Real Estate Commission. **Fees are not refundable.**
- For each course listed above, a legible copy of the course completion certificate issued to and showing name of licensee, name of course sponsor, number of class hours earned, and signature of the sponsor's representative.
 - A provider's description of course contents.
- Self-addressed stamped envelope.

DO NOT WRITE BELOW THIS LINE - FOR MREC USE ONLY

You were granted _____ elective hours and/or _____ required hours toward renewal in 20 _____ .

MISSOURI REAL ESTATE COMMISSION, EDUCATION SPECIALIST 	DATE
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- ☐ Keep this completed Individual Request with your license records.
- ☐ Send a copy of this completed Individual Request with your license renewal application and fees. This request was reviewed after your license renewal application was printed.